

**ADDENDUM NO. 4**

**AUG 29 2018**

**TO:** ALL PROSPECTIVE BIDDERS  
**REFERENCE:** RFP2000002610  
**FOR:** Integratable Learning Management System  
**CLOSING DATE/TIME:** September 18, 2018 @ 2:00 p.m.

**RFP MODIFICATIONS:**

The referenced Request for Proposal is amended as follows:

1. Replace 4.1 with, "This contract will begin on the date of award, and terminate on June 30, 2026."
2. Replace 4.2 with "Automatic contract renewals are prohibited. This contract may be renewed at the expiration of its term by agreement of both parties. Contract renewals must be authorized by and coordinated through the Office of Procurement Services. FCPS reserves the right to renew the contract for two (2) additional 3-year periods."
3. Remove Appendix C, Pricing Summary, and replace with revised Appendix C (attached).

**RFP CLARIFICATIONS:**

The following are responses to questions received via e-mail

- Q1. In subsection 1.3 the RFP states that "FCPS prefers one Offeror to function as the ILMS provider, the Assessment and Learning Objects Repository (LOR) services provider, and the services support provider. If one Offeror cannot provide a total Solution, then FCPS will consider a single bid from one Offeror to provide one teaming arrangement that is qualified to perform the specified and implied tasks associated with these functions. FCPS reserves the right to consider a partial award." Can you clarify if "single bid from one offeror" indicates that you'll only accept one bid from each offeror, or just that teaming arrangements need to be unified in a single bid?
- A1. FCPS is looking for a single solution, so proposals with teaming arrangements should be unified in a single proposal.
- Q2. In subsection 2.8, can FCPS define system-wide as it pertains to "system-wide support for tagging instructional content (assessment items, resources) using FCPS schema"?
- A2. "System-wide" should be interpreted as solution-wide. Solution components are defined in section 1.4.

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Q3. For subsection 8.6.3, can FCPS clarify if the data conversion plan must include conversion of student submission/grade data in the bullet-pointed list of requirements (which includes Blackboard courses, Blackboard organizations, Teacher generated assessment items from Horizon, etc)?

A3. Data conversion excludes "student data" such as student submissions and grade data.

Q4. Additionally, in this subsection 8.6.3, we would like to ask that the following are clarified:

- a. Of the course totals, organization totals and assessment totals documented in the RFP, how many of each will need to be included in the data conversion?
  - i. Total # of courses to be migrated
  - ii. Total # of organizations to be migrated
  - iii. Total # of assessment items to be migrated
  - iv. Total # of assessments to be migrated
  - v. Total # of eCART resources to be migrated
  - vi. Total # of eCART assessments to be migrated
  - vii. Total # of eCART assessment items to be migrated
- b. Are assessment and/or assessment items currently exportable in QTI compliant format?
- c. What constitutes a "collection" in e-CART? (pg. 10)

A4.

- a.
  - i. Total # of courses estimated at **285,000**
  - ii. Total # of organizations estimated at **2,000**
  - iii. Total # of assessment items (questions) estimated at **5,700,000**
  - iv. Total # of assessments estimated at **100,000**
  - v. Total # of eCART Search resources estimated at **220,000**. This will not be a migration, rather an integration and the import will be daily.
  - vi. Total # of eCART assessments estimated at **515,000**. This will not be a migration, rather an integration and the import will be daily.
  - vii. Total # of eCART assessment items estimated at **2,200,000**. This will not be a migration, rather an integration and the import will be daily.
- b. Yes, assessments and/or assessment items are currently exportable in QTI compliant format.
- c. A collection in eCART is a resource type that is an association of resources already in the repository. user could find the individual resources and see that there are other associated resources. or a user could find a collection and see links to the resources in that collection. Individual resources can belong to multiple collections. We do not use collection of collections.

Q5. For subsection 8.12, regarding the Training requirements, we are seeking the following clarifications:

- a. Given that the district is divided into Regions, how many Regions will be participating in the Year 1 phase?
- b. Are there any variations across the Regions we should be taking into consideration as we propose services?
  - i. Access to technology
  - ii. User demographics
  - iii. Program & Initiatives
  - iv. Instructional Framework

- c. Given that the stated Year 1 goal is to use this with 10% of users, is there more granularity you can provide in the following areas:
- i. Number of staff
  - ii. Number of schools participating per region
  - iii. Elementary, Middle, Secondary populations
  - iv. Will any of your Extended Learning Environments - Adult High School, Accountability & Testing Centers, Juvenile Detention Center, be participating in the Year 1 phase?

A5.

- a. Pilot schools have not been determined at this time and we do not anticipate making the decision based on regions.
- b. There are no variations relevant to the solution's requirements. FCPS is a predominantly BYOD district with some 1-1 schools. The solution must not be limited to working only in one or the other of these models. FCPS is not interested in a solution (or roll-out) that would require different schools to be treated differently.
- c. No additional granularity is available at this time as pilot schools have not been determined at this time.

Q6. Can FCPS clarify what type of data is meant in 8.6.15 Student Data?

A6. Data associated with an individual student such as student submissions and grades.

Q7. Appendix E and Appendix F contain a column to indicate link to vendor documentation. Can vendor respond to specification within the table itself?

A7. The term "vendor documentation" in this context refers to any vendor support or help documentation that relates to the given requirement and is meant as a supplement to the vendor's response.

Q8. We understand that year 1 will be 10% of students using the platform. Does the district have an anticipated roll out strategy for years 2-5? Is there an idea as to when the system should be fully implemented?

A8. FCPS is looking to be fully implemented in the 2020-21 school year. Following a successful pilot in 2019-20 school year.

Q9. Page 9 of the RFP states you have 253,148 courses. Can we assume this is the total number of courses you are looking to migrate to your new solution?

A9. Yes.

Q10. Reports and Invoicing (pg. 24-25); Can FCPS please clarify what type of reporting you are looking for? For example, what specific data is being requested?

A10. Please address reporting requirements through your response in the Functional and Technical reporting requirements found in Appendix E and F.

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All other terms and conditions remain unchanged.

  
Laila Sultan  
Coordinator

THIS ADDENDUM IS ACKNOWLEDGED AND IS CONSIDERED A PART OF THE SUBJECT  
INVITATION FOR BIDS.

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Name of Firm

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(Signature)

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(Date)

RETURN A SIGNED ORIGINAL AND COPIES AS REQUESTED IN THE SOLICITATION.

**Note:** SIGNATURE ON THIS ADDENDUM DOES NOT SUBSTITUTE FOR YOUR SIGNATURE ON THE  
ORIGINAL PROPOSAL DOCUMENT. THE ORIGINAL PROPOSAL DOCUMENT MUST BE SIGNED.

**PRICE SUMMARY**

Provide detailed pricing for the proposed solution. Include ongoing fees, one time charges, customization fees, and any other charges associated with installation, implementation, customization, modifications, support, and training for the Solution. FCPS will consider any or all pricing options.

Please submit pricing and specify any case in which functionality or features described elsewhere in the RFP are different or unavailable. Student projections are based on average growth of .19%. Year 1 pilot will approximate 10% of the population. FCPS will provide up-to-date projections prior to contract year.

Description	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8
Application Software	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____
License Cost	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____
3 <sup>rd</sup> party software	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____
Installation	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____
Testing	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____
Data Migration	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____
	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____
	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____
	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____
Training	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____
Maintenance and Support	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____
Consulting (specify labor categories)	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____

Description	Price
Project Management	\$_____
Customization (if any, to meet RFP requirements)	\$_____
System Testing	\$_____
Performance and Security Testing	\$_____
User Acceptance Testing	\$_____
Deployment Plan and Training	\$_____
Other (Please Specify):	\$_____